

myDHR Youth CAMP Application Process

TRAINING

Application Types

- CAMP Employee (Public User)
- CAMP Personnel Administrator

CAMP Employee Application Process - Public User Role

- Public User registers online with myDHR and logs in to apply for summer CAMP Clearance
- Public User clicks on **YOUTH CAMP APPLICATION** to apply for Clearance
- Public User fills in the Application online selecting the CAMP County, City and the associated CAMP Site for the **Youth Camp Worker/Volunteer** role
- Public User completes the Application and submits it for the selected CAMP Site Personnel Administrator's processing
- Public User can Print a copy of the Application with the Application ID



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Start a New Application

[Family Investment](#)

[Child Support](#)

[YOUTH CAMP Application](#)

Hover over the buttons above for a brief description of the application.

My Saved Applications

Type

Last Updated

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http://192.168.34.188/dashboard/Client/#/camp

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State of Maryland-Child Protective Services Program

CONSENT FOR RELEASE OF INFORMATION CPS BACKGROUND/ADAM WALSH BACKGROUND CLEARANCE REQUEST

PLEASE COMPLETE THIS FORM ON LINE AND THEN PRINT

Part 1: PURPOSE OF SEARCH
A. RELEASE TO SELF:

☐ 1. To determine if I have been found responsible for an "indicated" disposition for a child abuse or neglect investigation.
☐ 2. To determine if I have any remaining appeal rights.

B. RELEASE TO AN AGENCY/INDIVIDUAL RELATED TO:

| | | |
|--|--|---|
| <input type="radio"/> Adoption | <input type="radio"/> Institutional Employee | <input type="radio"/> Community Mgmt. Entity |
| <input type="radio"/> Foster Care | <input type="radio"/> CASA | <input type="radio"/> Group Home/Residential Treatment Facility |
| <input type="radio"/> Kinship Care | <input type="radio"/> Custody Evaluation | <input type="radio"/> Youth Camp Personnel Administrator* |
| <input type="radio"/> International Adoption | <input type="radio"/> Day Care Center | <input checked="" type="radio"/> Youth Camp Worker/Volunteer* |
| <input type="radio"/> School Personnel | <input type="radio"/> Family Day Care | <input type="radio"/> Other (Specify) |

County *
Howard County

City *
ELLICOTT CITY

Agency/Individual Name *
Y CAMP AT DANCEL

Name Of Agency Representative
Camp Admin

Agency Address
4331 MONTGOMERY RD , ELLICOTT CITY, MD, 21043

Representative's Phone Number
3213213213

Representative's Email
ramukodali@hotmail.com

Have you lived in MaryLand in the past? ☐ Yes ☒ No

Have you worked or volunteered in MaryLand in the past? ☐ Yes ☒ No

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311 West Saratoga Street
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1-800-332-6347

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4/24/2017


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http://192.168.34.188/dashboard/Client/#/camp


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Krishna



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We've successfully saved your application.

Here is the Application Number: C201726057

Please print the application using the PRINT button below

Back To Home

Print

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311 West Saratoga Street
Baltimore, MD 21201
 1-800-332-6347
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Home Tools BE75FCD8-6E9A-4... x

108%

1 / 2

Sign In

 State of Maryland-Child Protective Services Program

**CONSENT FOR RELEASE OF INFORMATION
CPS BACKGROUND/ADAM WALSH BACKGROUND CLEARANCE REQUEST**

*******PLEASE COMPLETE THIS FORM ON LINE AND THEN PRINT *******

Part I: PURPOSE OF SEARCH Application Number : C201726057

A. RELEASE TO SELF:

☐ 1. To determine if I have been found responsible for an "indicated" disposition for a child abuse or neglect investigation.

☐ 2. To determine if I have any remaining appeal rights.

B. RELEASE TO AN AGENCY/INDIVIDUAL RELATED TO:

☐ Adoption ☐ School Personnel ☐ Day Care Center ☐ Youth Camp Personnel Administrator

☐ Foster Care ☐ Institutional Employee ☐ Family Day Care ☒ Youth Camp Worker/Volunteer

☐ Kinship Care ☐ CASA ☐ Community Mgmt. Entity ☐ Other (Specify)

☐ International Adoption ☐ Custody Evaluation ☐ Group Home/Residential Treatment Facility

Agency/Individual Name Name of Agency Representative

Y CAMP AT DANCEL Camp Admin

Agency Address (To include street # and name, unit type and #, city, state and zip code) Representative's Phone Number

4331 MONTGOMERY RD , ELLICOTT CITY, MD 21043 3213213213

Representative's Email

ramukodali@hotmail.com

Part II: SEARCH INFORMATION (To be completed in full by individual whose name is being searched)

| APPLICANT'S LAST NAME | FIRST NAME | MIDDLE NAME (Full) | MAIDEN/BIRTH NAME |
|-----------------------|------------|--------------------|-------------------|
| Demo | Test | M | |

| SOCIAL SECURITY NUMBER | DATE OF BIRTH | SEX | RACE |
|------------------------|---------------|--|------------------------|
| 234242342 | 4/1/1998 | <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female | Pacific Island Alaskan |

OTHER NAMES USED

| NUMBER | STREET NAME | UNIT TYPE/# | CITY | STATE | ZIP CODE | COUNTRY |
|--------|-------------|-------------|---------------|-------|-----------|---------|
| 1 | Rogers Ave | Apartment | Ellicott City | 20 | 210431212 | USA |

Export PDF

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Fill & Sign

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CAMP Employee Application Process

- CAMP Personnel Admin Role

- CAMP Personnel Administrator logs in to view Applications in his/her Queue by status (SAVED, APPLICATION VOIDED, SUBMITTED, IN-PROGRESS, DHR PROCESSED, HIRED AND REJECTED) – Available option to filter by status
- CAMP Personnel Administrator takes action on the SAVED Applications (SAVE, APPLICATION VOIDED, SUBMIT)
- CAMP Personnel Administrator uploads the Notarized copy of the Application and confirms the same by selecting the **Notarized Document Received and Attached** checkbox on the screen
- CAMP Personnel Administrator will then SUBMIT the Application for DHR processing or has an option to directly HIRE or REJECT the Applicant

192.168.34.188/dashboardClient/#/accountCps

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Hello, [REDACTED]!

Welcome to your personal CPS Page. Use the helpful features below to manage your account, apply for DHR services, monitor your case status(es), manage your case activity, and more!

Home New Application Account

| # | First Name | Last Name | Camp Name | Type | Status | |
|----|------------|-----------|------------------|-----------------------------|-----------------------------|------|
| 1 | Test | Demo | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | Open |
| 2 | Reassign | One | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | DHR | Open |
| 3 | Dhr | Two | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Submitted | Open |
| 4 | Camp | Dancel | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | Open |
| 5 | kelvin | cook | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | Open |
| 6 | mary | merryman | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | Open |
| 7 | Admin | Change | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | Open |
| 8 | Search | SSN | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | Open |
| 9 | Two | Raven | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | Open |
| 10 | Raven | One | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | DHR Processed History Found | Open |

All
All
Saved
Cancelled - Error
Submitted
In-progress
DHR Processed
Hired
Rejected

Start [Taskbar Icons] 4:07 PM 4/24/2017

PRIOR ADDRESSES(List all within the past 7 years in Maryland)

| NUMBER | STREET NAME | CITY | STATE | ZIP CODE | FROM DATE | TO DATE |
|--------|-------------|------|-------|----------|-----------|---------|
| | | | | | | |

File Upload

| # | File Name | Comments |
|--------------------------|--|----------|
| <input type="checkbox"/> | Notarized Document recieved and attached | |

Decision Type:

- ☒ Cancelled - Error
- ☐ Submitted
- ☐ Hired
- ☐ Rejected

| Comment | Date | Made By |
|-------------------------------------|------|---------|
| <div>Comment: <div></div></div> | | |

192.168.34.188/dashboardClient/#/accountCps

PRIOR ADDRESSES(List all within the past 7 years in Maryland)

| NUMBER | STREET NAME | CITY | STATE | ZIP CODE | FROM DATE | TO DATE |
|--------|-------------|------|-------|----------|-----------|---------|
| ... | ... | ... | ... | ... | ... | ... |

File Upload + Add

| # | File Name | Comments |
|---|---------------------|-------------------|
| 1 | Applicationform.pdf | Open |

☒ Notarized Document recieved and attached

Decision Type:

☐ Cancelled - Error
☐ Submitted
☐ Hired
☐ Rejected

| Comment | Date | Made By |
|-------------------------|------|---------|
| Comment: <div></div> | | |

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Complete

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PRIOR ADDRESSES(List all within the past 7 years in Maryland.)

| NUMBER | STREET NAME | CITY | STATE | ZIP CODE | FROM DATE | TO DATE |
|--------|-------------|------|-------|----------|-----------|---------|
| ... | ... | ... | ... | ... | ... | ... |

File Upload + Add

| # | File Name | Comments |
|---|---------------------|-------------------|
| 1 | Applicationform.pdf | Open |

☒ Notarized Document recieved and attached

Decision Type:

☐ Cancelled - Error
☒ Submitted
☐ Hired
☐ Rejected

| Comment | Date | Made By |
|--|------|---------|
| Comment: Comments entered for Demo purposes | | |

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
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Home


New Application

Account

All

| # | First Name | Last Name | Camp Name | Type | Status | DHR processed | Actions |
|----|------------|-----------|------------------|-----------------------------|---------------|-------------------|-----------------|
| 1 | Test | Demo | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Submitted | | <div>Open</div> |
| 2 | Reassign | One | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | DHR Processed | History Not Found | <div>Open</div> |
| 3 | Dhr | Two | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Submitted | | <div>Open</div> |
| 4 | Camp | Dancel | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | | <div>Open</div> |
| 5 | kelvin | cook | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | | <div>Open</div> |
| 6 | mary | merryman | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | | <div>Open</div> |
| 7 | Admin | Change | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | | <div>Open</div> |
| 8 | Search | SSN | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | | <div>Open</div> |
| 9 | Two | Raven | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Saved | | <div>Open</div> |
| 10 | Raven | One | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | DHR Processed | History Found | <div>Open</div> |

Start



4:11 PM

4/24/2017

CAMP Employee Application Process

- DHR User Role

- DHR User logs in to view Applications in his/her Queue (SUBMITTED, IN-PROGRESS AND DHR PROCESSED) - Available option to filter Applications that were "Assigned to Me" or "Assigned to Others" or "Unassigned"
- DHR User can Self-Assign or Un-assign from an Application
- DHR User performs an MD CHESSIE and/or CIS search for CPS involvement
- DHR User takes action on the Applications (HISTORY FOUND, HISTORY NOT-FOUND OR UNDETERMINED) based on the search results

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Home Account

Submitted: 9 In-progress: 5 DHR Processed: 8

Submitted In-progress DHR Processed

First Name Last Name Camp Name DHR processed Actions

SEARCH

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Home
Account

Submitted 9
In-progress 5
DHR Processed 8
Submitted
SEARCH

| # | First Name | Last Name | Camp Name | Type | Status | Actions |
|---|------------|-----------|-----------|------|--|---------|
| | | | | | UnAssigned Assigned To Me Assigned To Others | |

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Home Account

Submitted:9 In-progress:5 DHR Processed:8


Submitted UnAssigned SEARCH

| # | First Name | Last Name | Camp Name | Type | Status | DHR processed | Actions |
|---|------------|-----------|---------------------|------------------------------------|-----------|---------------|----------|
| 1 | Test | Demo | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Submitted | | Open DHR |
| 2 | Vivek | Chandroth | Y CAMP AT ILCHESTER | Youth Camp Worker/Volunteer | Submitted | | Open DHR |
| 3 | Dhr | Two | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Submitted | | Open DHR |
| 4 | PATRICK | JON-ING | Y CAMP AT ILCHESTER | Youth Camp Worker/Volunteer | Submitted | | Open DHR |
| 5 | JANAE | RIDDICK | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Submitted | | Open DHR |
| 6 | Dhr | One | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Submitted | | Open DHR |
| 7 | Krista | Alt | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Submitted | | Open DHR |
| 8 | HALEIGH | LEONARD | Y CAMP AT DANCEL | Youth Camp Worker/Volunteer | Submitted | | Open DHR |
| 9 | HALEIGH | LEONARD | Y CAMP AT DANCEL | Youth Camp Personnel Administrator | Submitted | | Open DHR |

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Applicant Details

LAST NAME: Waters

FIRST NAME: Belinda

Middle NAME:

BIRTH NAME:

Other NAME:

SSN: 212217304

Race: Black

SEX: F

Date Of Birth: May 24, 1988

View Application

APPLICANT'S LAST NAME

FIRST NAME

Date Of Birth

Last Name

First Name

Date Of Birth

SSN Only

CHESIE SEARCH

CIS SEARCH

| cisClientID | ClientID | First Name | Last Name | Middle Name | DOB | Gender | Race | SSN | Actions |
|-------------|----------|------------|-----------|-------------|--------------|--------|------------------------|-----------|---------|
| 470001578 | 1066967 | Belinda | Waters | R | May 24, 1988 | Female | Black/African-American | 212217304 | cps |

File Upload

+ Add

| # | File Name | Comments |
|---|--|----------|
| 1 | Camp PA- View Apps and Uploads Notarized files.pdf | Open |

Start



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192.168.34.188/dashboardClient/#/accountSearch

Last Name
First Name
Date Of Birth

SSN Only
CHESSIE SEARCH
CIS SEARCH

| cisClientID | ClientID | First Name | Last Name | Middle Name | DOB | Gender | Race | SSN | Actions |
|-------------|----------|------------|-----------|-------------|--------------|--------|------------------------|-----------|---------|
| 470001578 | 1066967 | Belinda | Waters | R | May 24, 1988 | Female | Black/African-American | 212217304 | cps |

| Case Head Name | Cps Start Date | Cps ID | Decision Date | Local Department | Referral Type | Actions |
|-----------------|----------------|---------|---------------|------------------|---------------|---------|
| Waters, Belinda | Nov 14, 2011 | 2737080 | Sep 2, 2012 | Somerset | CPS | Details |

| CIS Client ID | Client ID | Person Client Name | Date Of Birth | Confirm Person | Gender | SSN | CPS ID | Person ID | Role In Intake | Select |
|---------------|-----------|--------------------|---------------|----------------|--------|-----|--------|-----------|----------------|--------|
|---------------|-----------|--------------------|---------------|----------------|--------|-----|--------|-----------|----------------|--------|

File Upload
+ Add

| # | File Name | Comments |
|---|--|----------|
| 1 | Camp PA- View Apps and Uploads Notarized files.pdf | Open |

| Comment | Date | Made By |
|---------|------|---------|
|---------|------|---------|

Comment:

Start
4:15 PM 4/24/2017

192.168.34.188/dashboardClient/#/accountSearch

Last Name First Name Date Of Birth

SSN Only

CHESSE SEARCH OS SEARCH

| cisClientID | ClientID | First Name | Last Name | Middle Name | DOB | Gender | Race | SSN | Actions |
|-------------|----------|------------|-----------|-------------|--------------|--------|------------------------|-----------|---------------------|
| 470001578 | 1066967 | Belinda | Waters | R | May 24, 1988 | Female | Black/African-American | 212217304 | cps |

| Case Head Name | Cps Start Date | Cps ID | Decision Date | Local Department | Referral Type | Actions |
|-----------------|----------------|---------|---------------|------------------|---------------|-------------------------|
| Waters, Belinda | Nov 14, 2011 | 2737080 | Sep 2, 2012 | Somerset | CPS | Details |

| CIS Client ID | Client ID | Person Client Name | Date Of Birth | Confirm Person | Gender | SSN | CPS ID | Person ID | Role In Intake | Select |
|---------------|-----------|--------------------|---------------|----------------|--------|-----------|---------|-----------|----------------|-------------------|
| 470001578 | 1066967 | Belinda R Waters | May 24, 1988 | Selected | Female | 212217304 | 2737080 | 7485036 | M | ⊙ |
| 419039883 | 3305783 | JANAYA RIDDICK | Dec 26, 2008 | New | Female | 218833763 | 2737080 | 7485146 | V | ⊙ |

File Upload

+ Add

| # | File Name | Comments |
|---|--|----------------------|
| 1 | Camp PA- View Apps and Uploads Notarized files.pdf | Open |

| Comment | Date | Made By |
|---------|------|---------|
|---------|------|---------|

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| CIS Client ID | Client ID | Person Client Name | Date Of Birth | Confirm Person | Gender | SSN | CPS ID | Person ID | Role In Intake | Select |
|---------------|-----------|--------------------|---------------|----------------|--------|-----------|---------|-----------|----------------|--------|
| 470001578 | 1066967 | Belinda R Waters | May 24, 1988 | Selected | Female | 212217304 | 2737080 | 7485036 | M | ✱ |
| 419039883 | 3305783 | JANAYA RIDDICK | Dec 26, 2008 | New | Female | 218833763 | 2737080 | 7485146 | V | ⊙ |

File Upload

+ Add

| # | File Name | Comments |
|---|--|-----------------|
| 1 | Camp PA- View Apps and Uploads Notarized files.pdf | <div>Open</div> |

| Comment | Date | Made By |
|--|------|---------|
| <div>Comment:</div> <div></div> <div>Add Comment</div> | | |

Assigned To:

Myself

Decision Type:

✱History Found

⊙History Not Found

⊙Un Determined

Start

Taskbar icons: File Explorer, Edge, Chrome, Word, Outlook, etc.

Dark Complete

System tray: 4:15 PM 4/24/2017

CAMP Administrator Application Process - CAMP Administrator Role

- User logs in to myDHR to apply for summer CAMP Clearance
- User clicks on **YOUTH CAMP APPLICATION** to apply for Clearance
- User fills in the Application online selecting the CAMP County, City and the associated CAMP Site for the **Youth Camp Personnel Administrator** role
- User completes the Application and submits it for CAMP Personnel Administrator processing if there is an existing CAMP Personnel Administrator for the selected CAMP
- If there is no existing CAMP Personnel Administrator for the selected CAMP, the user will submit the Application for DHMH processing
- User can Print a copy of the Application with the Application ID

CAMP Administrator Application Process - DHMH User Role


- DHMH User logs in to view all Applications in his/her Queue - (All Applications that were SAVED, APPLICATION VOIDED, SUBMITTED, IN-PROGRESS, HIRED AND REJECTED) - Available option to filter Applications
- DHMH User uploads the Notarized copy of the Application and confirms the same by selecting the **Notarized Document Received and Attached** checkbox on the screen
- DHMH User takes action on the Applications (APPLICATION VOIDED, SUBMITTED, HIRED AND REJECTED) and clicks COMPLETE

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HomeAccount

| # | First Name | Last Name | Camp Name | Type | Status |
|--|------------|-----------|-----------|------|--------|
| <div>Saved Application Voided Submitted In-progress DHR Processed Hired Rejected</div> | | | | | |

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4:34 PM
4/24/2017

myDHR | Maryland Department of Human Resources - Internet Explorer

http://192.168.34.188/dashboard/Client/#/accountCps

myDHR | Maryland Departme... x

Saved

| # | First Name | Last Name | Camp Name | Type | Status | DHR processed | Actions |
|----|------------|-----------|---|------------------------------------|--------|---------------|---------|
| 1 | anne | holley | Y CAMP AT ILCHESTER | Youth Camp Worker/Volunteer | Saved | | Open |
| 2 | eric | compton | Y CAMP AT ILCHESTER | Youth Camp Worker/Volunteer | Saved | | Open |
| 3 | VIVEK | CHANDROTH | STEP (SUMMER TIME ENRICHMENT PROGRAM) | Youth Camp Worker/Volunteer | Saved | | Open |
| 4 | Vivek | Chandroth | STEP (SUMMER TIME ENRICHMENT PROGRAM) | Youth Camp Worker/Volunteer | Saved | | Open |
| 5 | christon | fon | Y CAMP AT ILCHESTER | Youth Camp Worker/Volunteer | Saved | | Open |
| 6 | julian | james | Y CAMP AT ILCHESTER | Youth Camp Worker/Volunteer | Saved | | Open |
| 7 | veronica | castillo | MINDERS CAMP | Youth Camp Worker/Volunteer | Saved | | Open |
| 8 | FNlol | LNJon | HOWARD COUNTY CENTER FOR THE ARTS SUMMER CAMP | Youth Camp Worker/Volunteer | Saved | | Open |
| 9 | veronica | castillo | SUMMER ODYSSEY DAY CAMP | Youth Camp Personnel Administrator | Saved | | Open |
| 10 | camp | admin | Y CAMP AT DANCEL | Youth Camp Personnel Administrator | Saved | | Open |
| 11 | susan | jacobs | HENSON SCOUT RESERVATION | Youth Camp Worker/Volunteer | Saved | | Open |
| 12 | susan | baxter | YMCA DORCHESTER SUMMER DAY CAMP | Youth Camp Worker/Volunteer | Saved | | Open |
| 13 | john | smith | Y CAMP AT ILCHESTER | Youth Camp Worker/Volunteer | Saved | | Open |
| 14 | berthe | manike | Y CAMP AT ILCHESTER | Youth Camp Worker/Volunteer | Saved | | Open |
| 15 | sdf | cs | AACS EAGLES EXPLORATIONS AT BESTGATE | Youth Camp Personnel Administrator | Saved | | Open |

Start

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| LAST NAME | FIRST NAME | NAME (Full) | DATE OF BIRTH |
|-----------|------------|-------------|---------------|
| --- | --- | --- | --- |

PRIOR ADDRESSES(List all within the past 7 years in Maryland)

| NUMBER | STREET NAME | CITY | STATE | ZIP CODE | FROM DATE | TO DATE |
|--------|-------------|------|-------|----------|-----------|---------|
| --- | --- | --- | --- | --- | --- | --- |

File Upload + Add

| # | File Name | Comments |
|--|-----------|----------|
| <input checked="" type="checkbox"/> Notarized Document recieved and attached | | |

Decision Type:

- ☐ Application Voided
- ☒ Submitted
- ☐ Hired
- ☐ Rejected

| Comment | Date | Made By |
|---|------|---------|
| Comment: <div style="border: 1px solid #ccc; height: 80px; margin-top: 5px;"></div> | | |

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Complete

DHR Main Office

311 West Saratoga Street
Baltimore, MD 21201

1.800.332.6347

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Family Investment

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